

**From:** Williams, Cheryl B.  
**Sent time:** 09/17/2013 04:56:36 PM  
**To:** Pollett, Lisa  
**Subject:** FW: North Pole Refinery Information request

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Do what Andy says...☺

*Cheryl*

Cheryl Williams, Team Lead  
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**From:** Boyd, Andrew  
**Sent:** Tuesday, September 17, 2013 4:43 PM  
**To:** Pollett, Lisa; Williams, Cheryl B.  
**Subject:** RE: North Pole Refinery Information request

Format/edit changes look good to me with one exception. I think we should provide a single integrated info request as an enclosure rather than what appears to be 4 separate enclosures. The letter references a single enclosed info request.

Also noticed a typo in the first line of the letter. Should change request to requests.

Thanks  
Andy

Andrew Boyd  
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SENSITIVE COMMUNICATION INTENDED ONLY  
FOR USE OF RECIPIENTS NAMED ABOVE

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**From:** Pollett, Lisa  
**Sent:** Monday, September 16, 2013 12:55 PM  
**To:** Williams, Cheryl B.; Boyd, Andrew  
**Subject:** North Pole Refinery Information request

Cheryl and Andy,

I have made formatting changes to clarify the different enclosures of the information request. Please look at it in final form and let me know if these are sufficient or if you would like any other changes.

If this version is ok then I will start the rounds for concurrence.  
Thanks

*Lisa*

Lisa Pollett | OCE, Ground Water & Pesticides and Toxics Units | (206) 553-1485